

**Blue Ridge Domestic Water Improvement District (BRDWID)**  
**Minutes of the Regular Board of Directors Open Public Meeting**  
**February 20 , 2025 at 9:51 A.M.**  
**Starlight Pines Community Center, 2740 Arapaho Drive, Happy Jack, AZ 86024**  
**Call-in number: 669-444-9171**  
**Meeting ID: 910 5907 5240**  
**Passcode: 747288**

**1. Call to Order**

Chairman Tom Osterday called the Blue Ridge Domestic Water Improvement District meeting to order at 9:51A.M.

**Board Member Roll Call:** Dan Goodwin, Mike Bourne, and Tom Osterday were present in person.

**Quorum:** Dan Goodwin declared that the members present constituted a quorum to conduct business. Harry Markley present via zoom

**Oath of Office** Administered by Tom Osterday to Steve Cannon. The form acknowledging the Oath of Office to be signed 2/24/2025 and notarized by Caroline Weimer.

**2. Pledge of Allegiance**

**3. Accept Agenda as Presented:**

**Motion:** Accept Agenda as presented **Moved by:** Tom Osterday **Seconded by:** Harry Markley

**Voting For:** Harry Markley, Dan Goodwin, Mike Bourne and Tom Osterday

**The Motion passed unanimously. Ayes: 4**

**4. Presentation of Board member candidate by Executive Board officers and vote – Tom Osterday & Harry Markley**

**Oath of Office** Administered by Tom Osterday to Steve Cannon. The form acknowledging the Oath of Office to be signed 2/24/2025 and notarized by Caroline Weimer.

**5. Call to the public for Items not on the Agenda.** Members of the public may address the Board regarding Items not on the agenda. The Board may not discuss items not listed on the agenda. In response to these public comments, the Board may direct staff to either study the matter or place the matter on the agenda for the next meeting. (Members of the public may comment on agenda items when the Board addresses those items.) **Comments must be limited to no more than 3 minutes.** The chairperson of the meeting reserves the right to ensure that all comments are pertinent and not repetitive in order that the matter is handled fairly and expeditiously.

**6. General Managers Report – Mike Bourne**

The General Manager will report on operational and administrative accomplishments, issues or problems and project updates. In response to this report, the Board or the public may request an issue be added to the agenda for the next Board meeting,

Report as published on the web site.

**7. Consent Agenda Items** The Board may act on the items listed below by one motion and approve all Consent agenda items by one unanimous vote. Any item on the Consent Agenda may be removed from the Consent Agenda and considered as a separate item at the request of any Board member or person attending the meeting. **Moved by:** Dan Goodwin **Seconded by:** Harry Markley  
Approved, I votes were 4.

**8. Regular Agenda Items**

**A** Chairmans Report – Tom Osterday -- Report as published on the web site.

**B** Infrastructure Committee Update – Mike Bourne – Report as published on the web site.

**C** RFP for Services (Billing, Payments, Financial Reporting & Compliance) Update Dan Goodwin

Two proposals received to date and two nonresponsive bidders. To be discussed at the next board meeting.

- D Information storage and archiving Strategy – Dan Goodwin no report. Harry Markley to assume this role.
- E Financial Reports – Tom Osterday -- Report as published on the web site.

**8. Announcements**

- A. Future meeting dates. – March 20, 2025 See posted schedule for more meeting dates.
- B. Future Board meeting agenda items. Discussion of Utility Management Services..

**9. Adjournment** – Motion to adjourn Tom Osterday, Second Dan Goodwin. I votes were 5.

Dan Goodwin

Prepared on: February 21

, 2025

Dan Goodwin Board Secretary and Clerk  
Blue Ridge Domestic Water Improvement District

Board Approved on: \_\_\_\_\_

Tom Osterday Chairperson  
Blue Ridge Domestic Water Improvement District